

# **SISKIYOU COUNTY HUMAN SERVICES DEPARTMENT**

**Together We Can.....  
A Siskiyou County/Community Partnership**

## **CalWORKs Plan**

**Submitted To Board of Supervisors  
December 16, 1997**

**Prepared By: Sherry L. Huss, Director**

This plan is submitted pursuant to Section 10531 of the  
Welfare and Institutions Code required by The Welfare To Work Act of 1997, AB 1542

## Executive Summary

In December 1996, the Siskiyou County Human Services Department formed a Welfare Reform Task Force which included participants from education, employment organizations, (both public and private), elected officials, community based organizations, community representatives, employers, recipients, service providers, members of a local tribe and members of the faith community. The purpose of this task force was to develop a plan for the implementation of welfare reform in Siskiyou County which maximized county resources while minimizing any negative impact on the county and its citizens. A secondary purpose was to provide a forum for the education of the community about the services provided in the county and the impact welfare reform will have on the provision of these services and the county in general.

The Steering Committee for the Welfare Reform Task Force established the guiding principles or objectives listed below for the development of welfare reform in Siskiyou County.

In Siskiyou County, the ideal service delivery system to address the issues of welfare reform will...

- be cost efficient and promote collaboration through the coordination of all service delivery programs for the working poor and welfare recipients in the county;
- promote self-sufficiency within the economic realities of Siskiyou County;
- be driven by the recipient's identified strengths, needs and equal participation in the transition from welfare to work;
- be proactive and outcome oriented, with a prevention focus, when developing programs and coordinating the service delivery system;
- recognize the needs of children as central to any program developed;
- treat every individual with dignity, courtesy, respect, and value their unique contributions and qualities; and
- build on community involvement and community support.

In order to meet these goals and objectives, the Siskiyou County Human Services Department (SCHSD) has developed its plan to provide all required CalWORKs services as required by the Welfare to Work Act of 1997, AB 1542.

## **Executive Summary**

A full range of employment, training, education, and support services have been planned. These services and their development include the following, and are described in detail in the county's plan:

1. A detail of the collaboration required for successful implementation and ongoing operation of CalWORKs;
2. A review of available services to insure that they are utilized, are cost effective and appropriate, and input was obtained from the public on the development of this plan;
3. A description of our connection to the local private sector, including employers and the faith community, in the interest of finding jobs for CalWORKs participants;
4. A review of our local labor market and its needs;
5. A detailed listing of welfare to work activities to be offered in Siskiyou County;
6. Linkages for our participants to local substance abuse and mental health providers, as needed, both during their time on aid and after time limits have been reached;
7. A detail of supportive services to be provided to facilitate successful transition from dependency to work, including child care and transportation;
8. A plan for victims of domestic violence and how the county will train staff to identify and work with these individuals.

As a small, rural county there are many challenges and opportunities for us to address in implementing welfare reform - CalWORKs. These have been highlighted in each section and include areas such as:

- lack of additional resources to serve recipients;
- limited child care resources;
- limited transportation resources in a large geographic region; and
- high need and limited resources for community service jobs.

## **Siskiyou County/Community Partnership CalWORKs Plan**

### **(a) Collaboration With Public And Private Agencies To Provide Training And Supportive Services**

Siskiyou County, being a small, rural county, has always strived to coordinate service delivery for families and children. In the past five years, many collaborative efforts have taken place in the county. The Siskiyou County Human Services Department has been an active partner in these collaboratives and will continue to build on these efforts in our implementation of welfare reform. We will continue to identify support services and create programs that will assist families in moving from welfare to work.

Two examples of these collaborative efforts are:

#### **(1) Family Interagency Services Council (FISC)**

FISC has been in operation for over five years. Its main objective is to coordinate and improve service delivery to children and families. It includes partners from child care, education, employment, law enforcement, domestic violence, county services, etc. Many of these agencies provide the support services necessary to help transition people from welfare to work to self sufficiency.

Specific services we have identified in working with this group are:

- Child Care - Siskiyou Child Care Council
- Domestic Violence Counseling/Training - Siskiyou Domestic Violence Crisis Center
- Mental Health & Substance Abuse Counseling - Siskiyou County Behavioral Health
- Truancy Project - Siskiyou County Superintendent Of Schools Office
- Transportation Services - Siskiyou County Public Works - STAGE

#### **(2) The Siskiyou Workforce Connection is a collaboration which includes: Siskiyou Training and Employment Program, the local Private Industry Council (PIC), Siskiyou Human Services, College of the Siskiyous (COS), Siskiyou County Economic Development Council (SCEDC), Employment Development Department (EDD), and Siskiyou County Superintendent Of Schools Office.**

## **Siskiyou County/Community Partnership CalWORKs Plan**

This partnership provides the following services:

- job match services
- career assessment and counseling
- vocational training
- basic skill training
- labor market information
- resume preparation
- job search assistance
- unemployment insurance information
- job development
- financial aid
- customized training
- human resource services
- the ability to access outside funding.

**Does Your County Have A Refugee Employment Services Plan?**

☐

Yes

☒

No

## **Siskiyou County/Community Partnership CalWORKs Plan**

### **(b) Partnerships With The Private Sector To Identify Jobs**

Siskiyou County Human Services Department has created partnerships with the private sector through our Greater Avenues for Independence (GAIN) program, co-location of our Job Developer with the local Private Industry Council (PIC) program, [Siskiyou County Training & Employment Program (STEP)], our partnership in the Workforce Connection\*, and by having employers, employment placement agencies and members of the faith community on our Welfare Reform Task Force. We have no employer associations or central labor councils in our county.

We have a Community Employment Center (One-Stop) operating in the southern part of our county and will be enlarging that operation by March 1998. We will open a second Community Employment Center in the northern part of the county by March 1998. We will continue to build our relationship with private sector employers through these two centers.

Additionally, the Workforce Connection has a business advisory committee which helps identify employer needs and potential jobs.

\*The Workforce Connection is a collaborative partnership which is described in part (a) of this plan.

## **Siskiyou County/Community Partnership CalWORKs Plan**

### **(c) Local Labor Market Needs**

Siskiyou County Human Services Department is taking a regional approach, which includes Southern Oregon, in identifying local labor market needs. We will utilize the following:

- State EDD statistics for our local area
- Reports from Economic Development Council
- Statistics on actual job placement from the Workforce Connection\* partners, county government, etc
- Regional statistics on job placement and job forecast
- Regional newspapers
- Internet
- Demand Occupational Needs List
- Regional Economic/Workforce Development Project Statistical Data for the Northern/Far Northern Region
- EDD Job Listings/Flyers
- Direct Employer Contacts

## Siskiyou County/Community Partnership CalWORKs Plan

### (d) Welfare-To-Work Activities

Siskiyou County Human Services Department will provide the following welfare to work activities as indicated by the “x” in the box. Those items not marked will not be provided at this time.

<input checked="" type="checkbox"/> Unsubsidized Employment	<input checked="" type="checkbox"/> Work Study
<input checked="" type="checkbox"/> Subsidized Private Sector Employment	<input checked="" type="checkbox"/> Self-Employment
<input checked="" type="checkbox"/> Subsidized Public Sector Employment	<input checked="" type="checkbox"/> Community Service
<input checked="" type="checkbox"/> Work Experience	<input checked="" type="checkbox"/> Job Search and Job Readiness Assistance
<input checked="" type="checkbox"/> On-The-Job Training	<input checked="" type="checkbox"/> Job Skills Training Directly Related To Employment
<input type="checkbox"/> Grant-Based On-The-Job Training	<input type="checkbox"/> Supported Work
<input checked="" type="checkbox"/> Vocational Education and Training	<input type="checkbox"/> Transitional Employment
<input type="checkbox"/> Education Directly Related To Employment	<input type="checkbox"/> Other (list)
<input checked="" type="checkbox"/> Adult Basic Education (includes basic education, GED, and ESL)	



## **Siskiyou County/Community Partnership CalWORKs Plan**

### **(e) Substance Abuse And Mental Health Treatment Services**

Siskiyou County Human Services Department has already established a working relationship with the Behavioral Health Department which houses the county alcohol and drug program and mental health programs. We will be contracting with this department to provide both substance abuse and mental health treatment services. Due to our small county size, we do not have other options to provide substance abuse treatment.

Behavioral Health will hire a clinician that works specifically with CalWORKs recipients to ensure they receive the services necessary to promote their employability and family health. This will allow us to maximize federal financial participation. Additionally, our community College is offering a certificate program in Alcohol & Drug Counseling. We will be reviewing our ability to provide placements for the interns in this program.

Certify that the county's substance abuse treatment services will include at least the following: evaluation, case management, substance abuse treatment, employment counseling, and the provision of community service jobs.

Certify that the county will provide at least the following services: assessment, case management, treatment and rehabilitation services, identification of substance abuse problems, and a process for identifying individuals with severe mental disabilities.

## **Siskiyou County/Community Partnership CalWORKs Plan**

### **(f) Mental Health Services Available After Time Limits**

Siskiyou County Human Services plans to offer limited mental health services after a recipient has exceeded the 18 or 24 month time limit. The focus will be whether further services lead to employment. A full plan on how to develop these services will be completed after the Behavioral Health Clinician is hired and in place.

## **Siskiyou County/Community Partnership CalWORKs Plan**

### **(g) Child Care And Transportation Services**

#### **Child Care**

Siskiyou County Human Services will be contracting with our current resource and referral agency, Siskiyou Child Care Council for Stage I and Stage II child care services. They currently provide child care services for Stage II and III in our county. They work closely with the local Child Care Planning Council and the County Superintendent of Schools to coordinate child care services throughout the county. This contract will provide a seamless service delivery system and provides easy access to the resource and referral agency.

A note on the ability to administer such a program in a small rural county. The claiming process is cumbersome and does not allow for start-up costs in providing additional services. This has created difficulties in negotiating this contract. In order to provide staff for these additional services, the Alternate Payment Provider needs a guaranteed contract amount which is not allowed at this time. Small rural counties need additional flexibility in this area.

Child care exemptions will be handled as follows:

For the first child, the county will start with the base of a six month exemption and will increase to a year exemption for the following reasons:

- I. lack of child care slots for children under two in our county
  - (a) lack of child care slots for children under two in the geographic area where the recipient lives and/or works

For any subsequent children, the county will start with the base of 12 weeks and will increase to a six month exemption for the following reasons:

- (a) lack of child care slots for children under two in our county
- (b) lack of child care slots for children under two in the geographic area where the recipient lives and/or works
- (c) demonstration by the recipient that they have cooperated in attempts to obtain child care.

We will assess the availability of child care being provided by family and/or community resources during this exempt period. In order to help prepare the recipient for Welfare To Work activities, we will refer them to our resource & referral agency 2 months prior to the end of their exempt period. We will continue to evaluate this policy as we are able to increase infant child care slots in the county.

## **Siskiyou County/Community Partnership CalWORKs Plan**

### **Transportation**

Siskiyou County presents a unique challenge meeting the transportation expectations presented in the CalWORKs plan. Siskiyou County is a small, rural county that covers a large geographic area, with CalWORKs recipients scattered throughout the county. Siskiyou County Human Services Department (SCHSD) CalWORKs recipients in themselves do not represent a population large enough to require increased service from the local transit district or local transportation providers.

Siskiyou County Human Services Department has met with Public Works (local transit managers), STAGE, to discuss the problems facing CalWORKs recipients under the new welfare reform laws. During the discussion it was determined that Siskiyou County Human Services Department is not the only agency with a concern around the transportation needs of county residents. Other agencies providing services for the blind, seniors, and disabled are also faced with transportation needs. If we could address the transportation needs of all agencies, we may have enough participants to justify an increase in local transportation services in each of the county's outlying communities.

We will be implementing the plan described below in an attempt to address the transportation needs in our county.

Siskiyou County Human Services Department will facilitate a meeting to which all identified service providers will be invited to discuss client's transportation needs and possible solutions. Service providers will be asked to identify what resources they could offer to address the transportation needs of the county.

Once information is gathered on the transportation needs for each community, Siskiyou County Human Services Department working with Public Works (our current transit provider), will meet with the leaders of the outlying communities to discuss their transportation needs and possible solutions. Each community will be asked what they could contribute, financially, to increase transportation services in their communities.

Siskiyou County Human Services Department will hold a meeting of all transportation providers in the county to discuss the transportation needs gathered from the initial meetings of service providers and outlying communities.

Siskiyou County Human Services Department and Public Works will compile a list of identified transportation needs and potential resources to meet those needs. This will be distributed to service providers, community leaders and transportation providers.

## **Siskiyou County/Community Partnership CalWORKs Plan**

The providers will then be asked what they can contribute to address the transportation needs of the different communities.

A small representative group from service providers, transportation providers and communities will be formed to make recommendations for improving transportation to the Board of Supervisors.

Until this plan can be implemented, Siskiyou County Human Services Department will provide transportation services as prescribed by existing GAIN service plans.

## **Siskiyou County/Community Partnership CalWORKs Plan**

### **(h) Community Service Plan**

Siskiyou County plans to operate a community service plan for recipients who reach their 18/24 month time limit on aid as required by law. It is our plan to implement a community service team with a lead coordinator.

The Community Services Coordinator, with the community service team members, will work in each community making presentations to local Lions Club, Rotary Clubs, Chambers of Commerce, school boards, town hall meetings and other community organizations. The following information will be presented:

- What community service means;
- Who must participate in community service and the consequences of nonparticipation;
- What the needs of the community are;
- How the community will be impacted, if community services are not available in their community; and
- Any other services that will be provided in the community.

In addition to the establishment of community service sites, the Community Services team will work with the Job Developer to coordinate job placement, job referrals, and location of job sites. The community service team member will coordinate child care and transportation, will work with schools in promoting continuing education programs, and offer job retention services for clients who have been terminated from aid due to increased earnings.

Once the community service plan has been fully developed by the county, it will be submitted as an addendum to the county plan.

## **Siskiyou County/Community Partnership CalWORKs Plan**

### **(I) Working With Victims Of Domestic Violence**

It is the intent of Siskiyou County to ensure that applicants and recipients who are past or present victims of abuse are not placed at further risk or unfairly penalized by CalWORKs requirements. It is also the intent of Siskiyou County that CalWORKs recipients participate in welfare-to-work activities, to the full extent of their abilities, including participation in counseling and treatment programs, as appropriate, to enable the recipient to obtain unsubsidized employment and move towards self sufficiency.

In order to accomplish this, the following training will be provided to Employment and Temporary Assistance Services staff by the Siskiyou Domestic Violence Crisis Center.

#### **A. Initial Training**

1. 16-20 hours - attendance mandatory for all existing and any new employees hired within Employment and Temporary Assistance Services after implementation of this plan.
2. Yearly in-services

#### **B. Forty (40) hours training for specific staff identified as domestic violence workers.**

Until regulations are adopted by the California Department of Social Services in consultation with the Taskforce on Domestic Violence established by the Welfare-to-Work Act of 1997, Siskiyou County will utilize the GAIN standards, procedures, and protocols for determining good cause to waive program requirements for victims of domestic violence. Additionally, we will accept self referrals as true, unless the report appears not to be credible.

## **Siskiyou County/Community Partnership CalWORKs Plan**

### **(j) Performance Outcomes To Meet Locally Established Objectives**

At this time Siskiyou County will focus on the identified program objectives and outcomes listed in the CalWORKs legislation. Local objectives will be established in the future to meet the identified opportunities and challenges of implementing CalWORKs in our county.

As the county establishes local objectives and performance outcomes, they will be submitted as an addendum to the county plan.



## **Siskiyou County/Community Partnership CalWORKs Plan**

### **(k) Public Input To The County Plan**

In December, 1996, Siskiyou County Human Services Department formed a Welfare Reform Task Force. Members of the Task Force included county service departments, community based organizations, community members, elected officials, employers, recipients, education, faith community, local tribe, and law enforcement. These members were representatives of the five districts in the county. Additionally, four sub-committees were formed which included more representatives from the community. Those sub-committees were: Employment & Training, Support Services, Children's Services, and Eligibility.

One of the goals of the Task Force was public information, education and community input. For this purpose there have been numerous meetings held across the county through November, 1997. These will continue as we implement CalWORKs. A formal public hearing was held on December 16, 1997.

Additionally, there has been broad interest from the local newspapers in the county. As new developments occurred, they have been informed and have written articles.

## **Siskiyou County/Community Partnership CalWORKs Plan**

### **(I) Source And Expenditures Of Funds**

See Attached.

## **Siskiyou County/Community Partnership CalWORKs Plan**

### **(m) Assisting Families Transitioning Off Aid**

Siskiyou County intends that each recipient will take personal responsibility for securing employment and keeping that employment. The county will provide holistic case management to foster the recipient's efforts to seek, secure, and retain employment and reach future employment goals so they are given the opportunity to achieve financial independence prior to the 60 month time limit. It is also the county's intent to offer case management and supportive services up to six months after the recipient is discontinued from cash assistance to help ensure continued independence.

Examples of services that will be offered families are:

1. Intensive, holistic case management;
2. Necessary support services such as transportation, mental health, etc.; and
3. Ongoing job retention services.

## **Siskiyou County/Community Partnership CalWORKs Plan**

### **(n)     Job Creation**

Siskiyou County Human Services Department will work closely with the County Administrator's Office and local economic development entities to develop a plan to pursue the Job Creation dollars made available through the Trade and Commerce Agency.

## **Siskiyou County/Community Partnership CalWORKs Plan**

### **(o) Other Elements**

Siskiyou County Human Services Department reserves the option to submit a pilot proposal, at a later time, in the form of an addendum to the county's plan.

## **Siskiyou County/Community Partnership CalWORKs Plan**

### **(p) Compliance With Requirements of CalWORKs**

The county intends to meet the requirements for single parent families to be enrolled in welfare-to-work activities for a minimum of 20 hours per week, beginning January 1, 1998, 26 hours per week beginning July 1, 1998, and 32 hours per week beginning July 1, 1999. The option to meet the 32 hours per week, at an earlier date, is reserved for a county addendum to this plan.

## **Siskiyou County/Community Partnership CalWORKs Plan**

### **(q) Interactions With American Indian Tribes**

Siskiyou County Human Services Department has been in contact with both American Indian Tribes in our county. We have established a working relationship with both tribes. One tribe has actively participated in our Welfare Reform Task Force.

The Quartz Valley Reservation (Rancheria) Tribe held a meeting on December 13, 1997 to review their options regarding the TANF funds. Our department participated in this meeting. At this point in time, the Quartz Valley Reservation (Rancheria) Tribe has not made a decision on whether to apply for TANF funds. We will serve them under CalWORKs until they vote on this issue.

The Karuk Tribe has indicated they want the county to implement the CalWORKs program for their tribal members. They have indicated they do not intend to apply for separate TANF funds.

Please see the attached letter.

## **Siskiyou County/Community Partnership CalWORKs Plan**

### **CERTIFICATION**

This plan has been developed in accordance with the appropriate federal, state and county laws and regulations. The terms of this plan, including all certifications within this plan and all applicable laws and regulations, will be followed during the implementation and execution of this plan.

County Welfare Department Director's

Chairperson of the Board of Supervisors

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Signature

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Signature

(It is expected that the County Board of  
Supervisors will take a formal action to  
approve this plan.



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